

Eddie Baza Calvo
Governor



Anthony C. Blaz
Director, Dept. of Admin.

GENERAL SERVICES AGENCY
Government of Guam
148 Route 1 Marine Drive Corp
Piti, Guam 96915

Ray Tenorio
Lt. Governor

Deputy Director

February 03, 2016

Invitation for Bid GSA-014-16
60 Month Lease Agreement – Multifunctional Device
Copier/Printer/Scanner/Fax

AMENDMENT #3

1. Amend to change "Revised 1/22/16" pages 29 thru 33 with the "Revised 2/03/16" pages 29 thru 33 (Attached)

All others remain unchanged.

A handwritten signature in black ink, appearing to read "Claudia S. Acfalle", written over the printed name.

CLAUDIA S. ACFALLE

Chief Procurement Officer

ITEM NO.	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENDED PRICE
1.1	60 Month Lease Agreement As per the following specifications	60	MOS	\$ _____	\$ _____
<u>NOTE: Charges for overage of Copies exceeding the monthly allowance prints:</u>					
	Black/White Print Copies			\$ _____	\$ _____
	Color			\$ _____	\$ _____
<u>SPECIFICATIONS:</u>			<u>BIDDING ON / REMARKS:</u>		
Monthly Pooled Black Print Allowance of 107,000 and Monthly Pooled Color Print Allowance of 25,000 (12 Units)			_____		
Fixed Pricing for the term of the lease (12 Units)			_____		
<u>Full Service & Maintenance Support (12 Units) including:</u>					
Loaner machine upon request if machine is down for an extended Period (at no additional charge with supplies and all supplies including Staples except paper.			_____		
Print credits for prints made by service technicians as well as damaged/unacceptable machine prints presented to the technician at the time of service call.			_____		
Machine replacement guarantee if enduser is not satisfied with the Performance throughout the lease term.			_____		
Initial network installation support with ongoing toll free telephone Support			_____		
Professional training			_____		
Free delivery and installation			_____		
All consumable supplies except paper.			_____		
Pickup all used consumable supply items for recycling			_____		
<u>Vendor help desk with the following:</u>					
Proactive device monitoring and Automated supply replenishment (eg. Toner supplies automatically sent to ensure enduser will not run out Of supplies)			_____		
Ability for enduser to check status of service calls and supplies via the web or similar service.			_____		
Monthly reports detailing machine meter readings, ordered supplies And service calls.			_____		
Personally assigned client relationship specialist to assist in managing Supplies and service needs.			_____		
<u>TWO (2) UNITS (Section 1)</u>					
Color Copier/Printer/Scanner/Fax			_____		
Minimum Rated Speed of 70 prints/copies/per minute in Color			_____		
Black and Color Scanning			_____		
Dual Head Scanner			_____		
Scan speed of up to 133 ipm			_____		
5-1/2 x 8-1/2x 11x17 paper size support			_____		
Supports 16 to 110 lb. (60 to 300gsm) Paper Weights			_____		

SPECIFICATIONS:

BIDDING ON / REMARKS:

Five (5) trays including Bypass tray with up to 3140 sheet Minimum Total Paper Capacity

Minimum of 130 Page Automatic Duplexing Document Feeder

Up to 50 sheet multi-position stapling, hole punching, booklet making with center stitch, and V folding

Off-line up to 50 Sheet Convenience Stapler ~~with work shelf~~

RAM and Hard Drive
PCL and PostScript Print Drivers
On board anti-virus protection
Two-sided printing and copying up to 11x17
Reduction/Enlargement from 25% up to 400%
Minimum print resolution of 600 x 600 dpi

Network connectivity through 10/100/1000 BaseT
Print From and Scan to USB Memory Drive
Scan to Folder and Scan to Email

Selectable Image Formats on the device: TIFF, **Password protected PDF**, and Searchable PDF formats

Up to 33.6kbps Walkup, LAN faxing and Fax Forwarding to Email

Accounting with the ability to restrict user to color copying and printing, Assignable Volume Limits for color and black printing; password protection of user accounts, and Reporting of users' machine utilization (Copy, Fax, and Scan)

Appropriate or Suitable Line Conditioner for the copier
Energy Star Rated

Bidding on:
Manufacturer: _____
Make: _____
Model: _____
Place of Origin: _____
Date of Delivery: _____

FOUR (4) UNITS (Section 2)

Color Copier/Printer/Scanner/Fax
Minimum Rated Speed of 70 prints/copies/per minute in Color
Black and Color Scanning
Scan speed of up to 133 ipm
5-1/2 x 8-1/2x11x17 paper size support
Supports 16 to 110 lb. (60 to 300gsm) Paper Weights

Five (5) trays including Bypass tray with up to 3140 sheet Minimum Total Paper Capacity

Minimum of 130 Page Automatic Duplexing Document Feeder

Up to 50 sheet multi-position stapling, hole punching, booklet making with center stitch, and V folding

Off-line up to 50 Sheet Convenience Stapler with work shelf

<u>SPECIFICATIONS:</u>	<u>BIDDING ON / REMARKS:</u>
RAM and Hard Drive	_____
PCL and PostScript Print Drivers	_____
On board anti-virus protection	_____
Two-sided printing and copying up to 11x17	_____
Reduction/Enlargement from 25% up to 400%	_____
Minimum print resolution of 600 x 600 dpi	_____
Network connectivity through 10/100/1000 BaseT	_____
Print From and Scan to USB Memory Drive	_____
Scan to Folder and Scan to Email	_____
Selectable Image Formats on the device: TIFF, Password protected PDF , and Searchable PDF formats	_____
Up to 33.6kbps Walkup, LAN faxing and Fax Forwarding to Email	_____
Accounting with the ability to restrict user to color copying and printing, Assignable Volume Limits for color and black printing; password protection of user accounts, and Reporting of users' machine utilization (Copy, Fax, and Scan)	_____
Energy Star Rated	_____

Bidding on:
 Manufacturer: _____
 Make: _____
 Model: _____
 Place of Origin: _____
 Date of Delivery: _____

ONE (1) UNIT (Section 3)

Color Copier/Printer/Scanner/Fax	_____
Minimum Rated Speed of 70 prints/copies/per minute in Color	_____
Black and Color Scanning	_____
Dual Head Scanner	_____
Scan speed of up to 133 ipm	_____
5-1/2 x 8-1/2x 11x17 paper size support	_____
Supports 16 to 110 lb. (60 to 300gsm) Paper Weights	_____
Five (5) trays including Bypass tray with up to 3140 sheet Minimum Total Paper Capacity	_____
Up to 130 Page Automatic Duplexing Document Feeder	_____
Up to 50 sheet multi-position stapling, hole punching, booklet making with center stitch, V, C, and Z folding	_____
Off-line up to 50 Sheet Convenience Stapler with work shelf	_____
RAM and Hard Drive	_____
PCL and PostScript Print Drivers	_____
On board anti-virus protection	_____
Two-sided printing and copying up to 11x17	_____

<u>SPECIFICATIONS:</u>	<u>BIDDING ON / REMARKS:</u>
Reduction/Enlargement from 25% up to 400%	
Minimum print resolution of 600 x 600 dpi	
Network connectivity through 10/100/1000 BaseT	
Print From and Scan to USB Memory Drive	
Scan to Folder and Scan to Email	
Selectable Image Formats on the device: TIFF, Password protected PDF , and Searchable PDF formats	
Up to 33.6kbps Walkup, LAN faxing and Fax Forwarding to Email	
Accounting with the ability to restrict user to color copying and printing, Assignable Volume Limits for color and black printing; password protection of user accounts, and Reporting of users' machine utilization (Copy, Fax, and Scan)	
Appropriate or Suitable Line Conditioner for the copier	
Energy Star Rated	

Manufacturer: _____
Make: _____
Model: _____
Place of Origin: _____
Date of Delivery: _____

Color Copier/Printer/Scanner/Fax	
Minimum Rated Speed of 70 prints/copies/per minute in Color	
Black and Color Scanning	
Dual Head Scanner	
Scan speed of up to 133 ipm	
5-1/2 x 8-1/2x 11x17 paper size support	
Supports 16 to 110 lb. (60 to 300gsm) Paper Weights	
Five (5) trays including Bypass tray with up to 3140 sheet Minimum Total Paper Capacity	
Minimum of 130 Page Automatic Duplexing Document Feeder	
Up to 50 sheet multi-position stapling, hole punching, booklet making with center stitch, and V folding	
Off-line up to 50 Sheet Convenience Stapler with work shelf	
RAM and Hard Drive	
PCL and PostScript Print Drivers	
On board anti-virus protection	
Two-sided printing and copying up to 11x17	
Reduction/Enlargement from 25% up to 400%	
Minimum print resolution of 600 x 600 dpi	
Network connectivity through 10/100/1000 BaseT	
Print From and Scan to USB Memory Drive	
Scan to Folder and Scan to Email	

SPECIFICATIONS:	BIDDING ON / REMARKS:
Selectable Image Formats on the device: TIFF, Password protected PDF , and Searchable PDF formats	_____
Up to 33.6kbps Walkup, LAN faxing and Fax Forwarding to Email	_____
Accounting with the ability to restrict user to color copying and printing, Assignable Volume Limits for color and black printing; password protection of user accounts, and Reporting of users' machine utilization (Copy, Fax, and Scan)	_____
Appropriate or Suitable Line Conditioner for the copier Energy Star Rated	_____
Bidding on: Manufacturer: _____ Make: _____ Model: _____ Place of Origin: _____ Date of Delivery: _____	_____
TWO (2) UNITS (Section 5)	
Copier, Network Printer, Fax Scanner (Black and White) Minimum 55 pages per minute Black and Color Scanning Dual Head Scanner Scan speed of up to 70 ipm Minimum 100 sheets Two-sided Automatic Document Feeder	_____
Four (4) trays including Bypass tray with 3240 sheet Minimum Total Paper Capacity	_____
Stapling (In-Line) Scan to Email and Network Scanning Print from and Scan to USB memory drive Walk up Fax, LAN faxing, and Received Fax forward to Email Minimum of 320GB Hard Drive with image overwrite	_____
Accounting with the ability to restrict user access to copying and printing, Assignable Volume Limits for printing; password protection of user accounts, and Reporting of users' machine utilization (copy, print, fax and scan)	_____
One (1) seat license of Scan to PC Desktop Personal Edition (PaperPort, OmniPage, and Image Retriever)	_____
Appropriate or Suitable Line Conditioner for the copier	_____
Bidding on: Manufacturer: _____ Make: _____ Model: _____ Place of Origin: _____ Date of Delivery: _____	_____

These specifications were developed by the staff of the Department of Public Health and Social Services and approved by James W. Gillan